

**DEPARTMENT OF MOTOR VEHICLES
JOB OPPORTUNITY
MOTOR VEHICLE AGENT**

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: State employees holding the job title of MV Agent or candidates on the current examination list.

Location: Wethersfield

Job Posting No: P-8351

Hours: Monday – Friday or Tuesday – Saturday (40 hours)

Salary: \$51,023 - \$67,362

Closing Date: February 05, 2016

Knowledge, Skills and Abilities:

Considerable knowledge of motor vehicle parts, equipment and mechanical operations including emissions systems; knowledge of vehicle inspection methods and techniques; knowledge of vehicle diagnostic testing and repair methods; some knowledge of motor vehicle equipment calibration methodology; knowledge of and ability to interpret and apply relevant state and federal laws, statutes and regulations; knowledge of relevant agency policies and procedures; interpersonal and customer service skills; considerable oral and written communication skills; ability to identify, analyze and recommend effective solutions to problems.

General Experience:

Three years of experience in motor vehicle repairs, motor vehicle inspection activities or related experience that will provide a working knowledge of motor vehicle parts and repairs.

Special Requirement:

(1) Incumbents in this class must possess and retain a valid Motor Vehicle Operator's license during employment in this class. (2) At the time of appointment incumbents must also possess, and during the course of employment maintain, a motor vehicle driving record satisfactory to the Commissioner of Motor Vehicles.

Substitution Allowed:

Graduation from an accredited vocational/technical school specializing in automotive mechanical repairs may be substituted for two years of the General Experience.

Physical Requirement:

(1) Incumbents in this class must possess the physical stamina to perform inspections and must possess manual dexterity. (2) Applicants may be required to pass a physical examination.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, and (CT-HR-12) application for employment **indicating Motor Vehicle Agent on the Job Title line, by 02/05/16 to: Phillippia Fletcher- DeNovellis Human Resources, Department of Motor Vehicles, 60 State Street, Room 235 Wethersfield, CT 06161. Applications can be downloaded at www.das.state.ct.us/exam. Human Resources can also receive applications by fax machine, (860) 263-5576.**

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.